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The attached minutes of the Mason Transit Authority regular meeting held on the 17th day of January, 2023 were approved by the Mason Transit Authority Board, by motion, on this 21st day of February, 2023.

DocuSigned by:
John Campbell
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John Campbell, Chair

DocuSigned by:
Eric Onisko
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Eric Onisko, Vice Chair

DocuSigned by:
Cyndy Brehmeyer
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Cyndy Brehmeyer, Authority Member

DocuSigned by:
Wes Martin
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Wes Martin, Authority Member

DocuSigned by:
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Randy Neatherlin, Authority Member

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John Sheridan
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John Sheridan, Authority Member

DocuSigned by:
Kevin Shutty
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Kevin Shutty, Authority Member

DocuSigned by:
Sandy Tarzwell
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Sandy Tarzwell, Authority Member

DocuSigned by:
Sharon Trask
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Sharon Trask, Authority Member

ATTEST: DocuSigned by: Tracy Becht 7F1D7A4E0B03464... DATE: 3/3/2023
Tracy Becht, Clerk of the Board

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Mason Transit Authority
Minutes of the Regular Board Meeting
January 17, 2023
Virtually and at
Transit-Community Center Conference Room
601 West Franklin Street
Shelton

OPENING PROTOCOL

1. **CALL TO ORDER:** 4:02 p.m.

2. **ROLL CALL AND DETERMINATION OF QUORUM**

Authority Voting Board Members Present Virtually via WebEx: John Campbell, Chair; Randy Neatherlin and John Sheridan.

Authority Voting Board Member Present in Person: Eric Onisko, Vice Chair, and Kevin Shutty. ***Quorum met.***

Authority Voting Board Member Not Present: Cyndy Brehmeyer, Wes Martin, Sandy Tarzwell and Sharon Trask.

Authority Non-voting Board Member Not Present: Zachary Collins, Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present: John Piety

MTA Staff present at T-CC: Amy Asher, General Manager; Paul Bolte, Facilities and Fleet Maintenance Manager; Jenna Cookston, Accounting Coordinator, Tyler Hildebrandt, Technical Support Analyst, and Tracy Becht, Clerk of the Authority Board.

Others Present: Robert Johnson, Legal Counsel.

3. **PUBLIC COMMENT** – *No members of the public attended in person or virtually.*

4. **APPROVAL OF AGENDA**

Moved that the agenda for the January 17, 2023 Mason Transit Authority (MTA) regular board meeting be approved. **Shutty/Sheridan. Motion carried.**

5. **CONSENT AGENDA**

Moved to approve Consent Agenda items A through C as follows:

A. December 20, 2022 MTA regular Board meeting minutes.
B. Payments of December 14, 2022 through January 11, 2023 financial obligations on checks#37051 through 37132, as presented for a total of $891,033.24.
C. Elimination of Cash and Petty Cash Drawers at MTA (Resolution No. 2023-01).

Shutty/Sheridan. Motion carried.

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6. ACTION ITEMS –NEW BUSINESS.

A. Proposed 2023 MTA Board Committee Members. Amy Asher, General Manager, indicated that Board members were assigned to the Committees that were designated as first or second choice and those that did not respond were assigned to the same committee they served on last year. **Moved** that the Mason Transit Authority Board approve the Board members to serve on the Authority Board Committees as set forth above. **Shutty/Onisko. Motion carried.**

7. STAFF REPORTS:

B. Ms. Asher briefly highlighted the following items:

General Manager:

- Ms. Asher discussed carbon emission credits and that through the state transit association, Washington state transit agencies will have an opportunity to sell credits as a pool on the market. The program is still in development and agencies hope to learn more from those with expertise in Oregon and California.

Financial:

- Ms. Asher indicated that as the Finance team wraps up the end of 2022, the Board can anticipate seeing financial reports for December and January at the February meeting.

Operations:

- Ms. Asher stated that Dan Sharp, MTA's Operations Coordinator/Outreach has provided travel training to one group and will be attending the Resource Fair being held in Hoodsport on January 18 as those seeking various community resources can also learn about transportation options provided by MTA.
- MTA continues to be in partnership with school districts and transporting students.
- MTA has been training the new driver class in a separate area at the Sanderson airport which is a great opportunity for drivers to practice and prepare for their CDL testing.
- Service was canceled for one day during December due to icy conditions.
- While the Dial-A-Ride program has been serving the McCleary area, there has been request for route service in that area. MTA is currently coordinating schedules with the Squaxin Tribe and Grays Harbor Transit to provide service as a pilot program.

Facilities & Fleet:

- Paul Bolte, Facilities and Fleet Maintenance Manager, stated that MTA will be receiving three new ADA compliance mini-vans once the graphics have been placed on the vehicles.
- Recruitment for a new technician has begun.
- The interior of Building 4 at the Johns Prairie facility has been painted with a new coat of white paint. It was last painted in 2004. Ms. Asher also added that the facilities team has been doing repairs and painting since last summer and polishing up the base.

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- Ms. Asher also added that Mr. Hildebrandt, MTA's Technical Support Analyst, has been working on a security badge access program. A portion of funds for this security project were provided by a grant from WSTIP.
- Ms. Asher provided a bus technology demonstration via the MTA website relating to the "Where's My Bus" app in connection with MTA's fixed route service. A Dial-A-Ride presentation is planned for the February MTA Board meeting.

8. COMMENTS BY BOARD:

- Citizen Advisor to the Board, John Piety, requested to be placed on the Finance Committee and that he had served on MTA committees in the past. Ms. Asher indicated that she would verify with the bylaws that it could be done.
- Board member Shutty asked whether or not NARCAN could be placed in our facilities or on buses. Ms. Asher was aware that this had been brought up previously to the insurance pool. Ms. Asher indicated that she would check with WSTIP once again. The County Health Department would train MTA staff.
- Board member Shutty also asked if MTA would keep track of the out-of-county trips during the pilot program so that the statistics could be compared between before and after implementing the zero-fare pilot program.
- Board member Shutty also indicated that the County may be seeking a letter of support from MTA relating to a funding source in connection with the corridor.
- The Board Chair stated he was impressed with management's staying up with cutting edge technology.

Moved that the meeting be adjourned.

9. ADJOURNED: 4:46 PM

UPCOMING MEETING

BOARD MEETING

Mason Transit Authority
Regular Meeting
February 21, 2023 at 4:00 PM
On-line via WebEx and in person at the
MTA Transit-Community Center
Conference Room
601 West Franklin Street
Shelton